

PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD MEETING

March 25, 2021

PRESENT: Bev Bartlett, Deborah Lundberg, Megan Borchardt, Dennis Rader, Randy Johnson, Eileen Littig, Mary Johnson, Mary Derginer, Amy Payne, Pat Lassila, Tom Diedrick

EXCUSED: Robert Johnson

ABSENT:

ALSO PRESENT: Devon Christianson, Christel Giesen, Kristin Willems, John Holzer, Kimberly Gould, Robin VanRemortel, Denise Misovec, Allyson Crass

The meeting was called to order by Chairperson Johnson at 8:30 a.m.

PLEDGE OF ALLEGIANCE:

INTRODUCTIONS:

ADOPTIONS OF AGENDA:

APPROVAL OF MINUTES OF REGULAR MEETING OF February 25, 2021:

Ms. Lundberg/Ms. Littig moved to approve the minutes for the February 25, 2021 Meeting. **MOTION CARRIED with no negative vote.**

COMMENTS FROM THE PUBLIC:

FINANCE REPORT:

A. REVIEW AND APPROVAL OF February 2021 FINANCE REPORT:

Ms. VanRemortel referred to the February 2021 Financial Highlights and ADRC Summary Report to demonstrate the preliminary expenses and revenues for January.

Ms. Littig/Ms. Lundberg moved to receive the February 2021 finance report and place on file. **MOTION CARRIED with no negative vote.**

B. REVIEW OF RESTRICTED DONATIONS:

Ms. VanRemortel referred to the Donor Directed Donations handout to highlight the donor directed donations and expenses for February 2021.

END OF YEAR NET-ASSET REPORT:

Ms. VanRemortel reviewed the preliminary Net-Asset report for 2020.

Mr. Rader/Ms. Lundberg moved to establish \$35,000 in Unrestricted Committed funds for initial production kitchen exploration. **MOTION CARRIED with no negative vote.**

Ms. Derginer/Mr. Diedrick moved to establish \$232,719 in Unrestricted Committed funds for initial reserve for production kitchen. **MOTION CARRIED with no negative vote.**

Ms. Littig/Ms. Lundberg moved to release \$47,000 in Unrestricted Assigned funds for completed succession planning. **MOTION CARRIED with no negative vote.**

Mr. Rader, Ms. Bartlett moved to reassign \$29,500 from Employee Short-Term Disability assignment to the General Emergency Funds assignment. **MOTION CARRIED with no negative vote.**

Ms. Lundberg/Mr. Diedrick moved to approve using funds from Working Capital General fund if the 2020 audit reveals material changes and an adjustment is required. **MOTION CARRIED with no negative vote.**

9:05 a.m. Supervisor Borchardt left the meeting

UNLEARNING RACISM ACTION PLAN:

Board members and staff broke into small groups to discuss and provide action items to include in the ADRC Agency action plan to implement positive change regarding Racism.

9:25 a.m. Supervisor Borchardt returned to the meeting.

DIRECTORS REPORT:

A. PHASE IN PLAN:

Ms. Derginer/Ms. Lundberg move to approve remaining at phase 2 of the ADRC phase-in plan with approval for flexibility for a staff person to meet with groups if needed to conduct focus groups for 3-year aging plan discovery. **MOTION CARRIED with no negative vote.**

B. DEMENTIA CARE SPECIALIST ASSISTANT POSITION:

Ms. Christianson shared that due to changes in MA Claiming and because the DCS Assistant has moved into another position within the ADRC, the decision has been made to leave this position vacant.

C. FOOD TRUCK DREAM

Ms. Christianson shared the mission, vision and an opportunity for the ADRC to submit a grant to the David and Rita Nelson Family Fund through the Fox Cities Community Foundation to obtain funds for an ADRC Food Truck. This would provide opportunities for the ADRC to go out into Brown County and bring resources and information and awareness to the community.

Ms. Derginer/Ms. Littig moved to approve ADRC pursuing grant opportunity for ADRC Food Truck. **MOTION CARRIED with no negative vote.**

D. ADVOCACY-JOINT FINANCE & TALKING POINTS:

Ms. Christianson shared that there will be a virtual meeting of the Joint Finance Committee. Ms. Christianson provided talking points and handouts and encouraged board members to participate and advocate for the ADRC if inclined.

E. CHAMBER RECOMMENDATIONS FOR DIVERSE BOARD MEMBER RECRUITMENT:

Ms. Christianson shared that she requested the Green Bay Chamber to evaluate ADRC practice to recruit diverse board members. Ms. Christianson inquired with the Board as to possibility to change time that the ADRC Board of Directors meet to accommodate work schedules. Additional conversation ensued. Board members are willing to be open to different times of the day and virtual meetings care also helpful.

STAFF REPORT: KIMBERLY GOULD NUTRITION COORDINATOR:

Ms. Gould referred to PowerPoint to discuss 2020 successes and challenges in the Nutrition Unit in 2020 and goals for 2021.

LEGISLATIVE UPDATES:

ANNOUNCEMENTS:

Ms. Johnson has stepped down from ADRC Board of Directors.

Ms. Christianson shared that she will be calling a meeting of the HR & Nominations Committee in April 2021.

Chairperson Johnson thanked board members that participated in the Prevention (Advancing Wellness) Task Force.

NEXT MEETING –Virtual WebEx. April 22, 2021 at 8:30 AM.

ADJOURN:

Mr. Diedrick/Ms. Lundberg moved to adjourn the meeting. **MOTION CARRIED with no negative vote.**

The meeting adjourned at 10:29 a.m.

Respectfully Submitted,
Kristin Willems,
Admin & Communication Coordinator